



Home of the Tualatin River National Wildlife Refuge

City of Sherwood

Library Advisory Board

MEETING MINUTES

MEETING TITLE	City of Sherwood Library Advisory Board
DATE & TIME	December 15, 2015, 5:00 P.M.
LOCATION	Sherwood Library/City Hall, Upstairs lobby
FACILITATOR	Christine McLaughlin
NOTES TAKEN BY	Crystal Garcia

AGENDA

Items	Person Presenting
1. Roll Call/Changes to Agenda/Approval of October 14 & 21 Minutes	McLaughlin
2. Levy Debrief	Doman Calkins, All
3. Management Reports	Doman Calkins
4. Council Liaison Updates	Councilor Harris
5. Other Business	McLaughlin
6. Adjournment for City of Sherwood Boards & Commissions Appreciation Dinner, 6 p.m., Community Room	McLaughlin

ATTENDEES

Library Advisory Board	Absent	Council Liaison	Absent
Jack Hoffbuhr		Jennifer Harris	X
Christine McLaughlin			
Liz Myer		City Staff	
Pat Reisinger		Adrienne Doman Calkins	
Madeline Robinette		Crystal Garcia	
Diana Stanley		Kristen Switzer	X
Coleen Swihart			
Joyce Venjohn	X		
Colin Woodbury (HS Representative)			

MEETING NOTES

Roll Call/Changes to Agenda/Approval of Minutes

The meeting was called to order at 5:05 P.M. by Vice Chair Jack Hoffbuhr. Motion to approve to approve the October minutes was made by Pat Reisinger, seconded by Madeline Robinette, and approved unanimously.

Levy Debrief

Adrienne Doman Calkins asked the group to offer feedback regarding the levy education campaign, specifically, what worked well and what didn't. The group was in agreement that for the next levy there needs to be more clarity concerning how levy monies are used with regard to the construction of new library buildings. The feeling was that many residents believed levy monies are used to build new libraries in other communities, and that the levy messaging did not make clear that levy monies are used only to support library operations, not construction. The group also expressed that there were not enough signs put up around the community in support of the levy. It was suggested that for the next levy there be a better organized signage plan and that more individuals are recruited to put up and take down signs, especially on right-of-ways during the weekends. The group agreed that having all of the WCCLS libraries come together in their levy education efforts/messaging was powerful.

Management Reports

Doman Calkins shared the October monthly management report and gave details about the new "adopt-a-shelf" volunteer position. The Library will be having a 10-year birthday party on Saturday, January 16, with special guests and activities throughout the day.

Council Liaison Updates

Councilor Harris was unable to attend the meeting. Doman Calkins shared that at the last city council meeting long-time library supporter, Lee Weislogel, was named Citizen of the Year.

Other Business

Chair Christine McLaughlin will continue to serve as Chair in 2016.

The next regularly scheduled board meeting will be on **Wednesday, February 17, at 6:30 p.m.** in the Civic Building/Library, Conference Room A.

Adjournment

The meeting was adjourned at 5:55 P.M.

Respectfully submitted,
Crystal Garcia